



COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY

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STEPHEN R. MAGUIN
Chief Engineer and General Manager

February 26, 2009

File: 31-150.13.10

Boards of Directors
County Sanitation Districts Nos. 27
and 35 of Los Angeles County

Directors:

The consolidated agenda includes the following items for the regular meetings of the Boards of Directors of the Districts meeting Tuesday, March 10, 2009.

1. Certificate of the Board of Supervisors. The Boards of Directors of these Sanitation Districts constitutes the Board of Supervisors of Los Angeles County.

2. Approval of Minutes. Copies of the minutes have been provided to each of the Directors.

3. Approval of Departmental Invoices. A departmental invoice is an internal document that transfers each District's proportionate share of expenditures made by District No. 2, the administrative District, on behalf of the participating Districts in accordance with authority granted through joint agreements. During the month, charges are made to a clearing account which is administered by District No. 2 and then are distributed at month end according to the agreements.

5. Accept Contract No. 4195 and Order Final Payment to Leed Electric for the Construction of Pumping Plants-Group VI, Modifications of Electrical, Control, and Telemetry Systems, Resulting in the Total Contract Amount of \$1,922,637.91. Six change orders totaling \$55,778.91 were approved on this project. Of the total contract amount, the portion to be paid by District No. 2 is \$914,293.33, the portion to be paid by District No. 3 is \$146,440.79, the portion to be paid by District No. 5 is \$324,839.44, the portion to be paid by District No. 27 is \$98,311.77, and the portion to be paid by the Santa Clarita Valley District is \$438,752.58.

4. Amended Conflict of Interest Code. At its meeting of November 18, 2008, the Districts' code reviewing body, the Los Angeles County Board of Supervisors, adopted an amended Conflict of Interest Code and Disclosure Categories for the Sanitation Districts. The amendment consists of revisions of one disclosure category, updated titles for three designated positions, and addition of one designated position. Pursuant to Government Code Section 87306, each District Board is required to adopt the amended code.

5. Financial Report. Copies of the Districts' Comprehensive Annual Financial Report for the fiscal year ended June 30, 2008, which includes the annual audit required by state and federal laws, have been previously mailed to the Directors.

Very truly yours,

Stephen R. Maguin

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Enclosures

Notice and Agenda

REGULAR MEETING — BOARD OF DIRECTORS — COUNTY SANITATION DISTRICTS
NOS. 27 AND 35

To be held in the HEARING ROOM
OF THE BOARD OF SUPERVISORS
Kenneth Hahn Hall of Administration, Los Angeles, California

TUESDAY		March 10, 2009		At 9:30 A.M.
ANTONOVICH	MOLINA	KNABE (Chairperson)	RIDLEY-THOMAS	YAROSLAVSKY

1. Recommendation: Receive and order filed Certificate of the Board of Directors (both Districts).
2. Recommendation: Approve minutes of the regular meetings held December 9, 2008 (both Districts).
3. Recommendation: Approve departmental invoices as follows:

	<u>November 2008</u>	<u>December 2008</u>	<u>January 2009</u>
District No. 27 (3)	\$3,057.21	\$3,872.38	\$4,604.53
District No. 35 (5)	225.88	253.31	262.08

4. Recommendation: Accept Contract No. 4195 and order final payment to Leed Electric for the construction of Pumping Plants—Group VI, Modifications of Electrical, Control, and Telemetry Systems, resulting in the total contract amount of \$1,922,637.91 (District No. 27)
5. Recommendation: Adopt the amended Conflict of Interest and Disclosure Code (both Districts).
6. Recommendation: Receive and order filed the Comprehensive Annual Financial Report for the fiscal year 2007-2008 (both Districts).

Adjourn

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 11/30/08

To: County Sanitation District No. 27
(Org. Receiving Services)

Date Service Accrued: November 30, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: December 23, 2008

DESCRIPTION

District No. 27 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 2,702.80
Joint Administration - Capital	23.84
Local - Capital	330.57

Total of all charges	<u>\$ 3,057.21</u>
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Recap 20

Document No. 174

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 12/31/08

To: County Sanitation District No. 27
(Org. Receiving Services)

Date Service Accrued: December 31, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: January 20, 2009

DESCRIPTION

District No. 27 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 3,722.52
Joint Administration - Capital	40.23
Local - Capital	109.63

Total of all charges	<u>\$ 3,872.38</u>
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Recap 24

Document No. 213

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 01/31/09

To:	<u>County Sanitation District No. 27</u> (Org. Receiving Services)	Date Service Accrued:	<u>January 31, 2009</u>
From:	<u>County Sanitation District No. 2</u> (Org. Providing Services)	Date Prepared:	<u>February 18, 2009</u>

DESCRIPTION

District No. 27 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 3,651.46
Joint Administration - Capital	27.60
Local - Capital	925.47

Total of all charges	<u>\$ 4,604.53</u>
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Recap 28

Document No. 252

Date Board Approved: _____

Conflict of Interest Code
of the

SANITATION DISTRICTS

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Exhibit A establishing economic disclosure categories and Exhibit B designating officials and employees shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of the statement filed by its Chief Engineer and General Manager, and forward the original of such statement to Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of all statements filed by its Directors*, Assistant Chief Engineer and Assistant General Manager, and all other Designated Positions named in the agency's conflict of interest code, as appropriate. All retained statements, original or copied, shall be available for public inspection and reproduction. (Gov. Code Section 81008).

* Directors shall be deemed to include Alternates but not to include Directors who are members of the Board of Supervisors of Los Angeles County.

(11/08) (Rev.)

SANITATION DISTRICTS

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Department Head - Technical Services	1, 2, 3
Department Head - Solid Waste Management	1, 2, 3
Department Head - Wastewater Management	1, 2, 3
Department Head - Engineering	1, 2, 3
Department Head- Financial Planning	1, 2, 3
Department Head - Facilities Planning	1, 2, 3
Administrative Services Manager	1, 2, 3
Human Resources Manager	2, 3
Purchasing Manager	4
General Counsel**	1, 2, 3
Consultant	5

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Directors*

Chief Engineer and General Manager

Assistant Chief Engineer and Assistant General Manager

Chief Accountant

*Directors shall be deemed to include Alternates but not to include Directors who are members of the Board of Supervisors of Los Angeles County.

**General Counsel shall be deemed to be the attorney who regularly attends District Board meetings and under whose directorship the legal affairs of the District are handled.

EFFECTIVE: NOVEMBER 19, 2008